

Registered Number: 3181695 (England & Wales)

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)



Financial Statements
for the year ended 31 March 2023

RAVENSBOURNE PROJECT
(company Limited by guarantee)

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for the year ended 31 March 2023

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Legal and Administrative Details

Ravensbourne Project Limited is a registered charity, number 1056481, and company limited by guarantee, number 3181695. The liability of each director is limited to £1 in the event of the company being wound up.

Trustees/Directors	Henri Webb (Chair) Jacqueline Paschoud (Vice Chair) Robert Jones (Operational Director) Joseph Burchell (Fundraising) Cassim Bakharia (Education)
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Secretary:	Robert Jones
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Operational Team:	
Operational Director	Robert Jones
Registered Manager	Sharon Edwards
Dputy Manager	Siobhann Brady
Lead Children's Practitioner	Caren Lewis

Registered Office	4 Crantock Road Catford London SE6 2QT
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Principal Bank	Lloyds Plc. 9 Market Square Bromley Kent BR1 1ND
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Auditors	Goldwins Limited 75 Maygrove Road West Hampstead London NW6 2EG
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Registered Charity Number	1056481
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Company Number	3181695
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Ofsted Registered Number	1257289
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Ofsted Rating	Good
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RAVENSBOURNE PROJECT
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Report of the Executive Committee for the Year Ended 31 March 2023

Chair's Report:

Ravensbourne Project Chair Report: Year in Review and Future Plans

Dear All

I hope this message finds you well. As we reflect on the challenges and triumphs of the past year, I am pleased to present the annual report on behalf of the Ravensbourne Project. This year has undoubtedly been one of the most challenging, and I want to express my heartfelt gratitude to our dedicated staff team for their unwavering commitment and hard work during these difficult times returning to normal after the pandemic.



Child/Young Person-Centered Mission: Our primary mission throughout the year has been to remain child/young person-centred particularly given the unique challenges presented by the pandemic over the last few years. Despite the obstacles, our commitment to supporting families living with complex needs has been unwavering. We have worked closely with the local authority to provide timely and appropriate support, either in person or through telephone communication. The collaborative effort between our team and the families we support has allowed us to continue providing essential services throughout the year.

Adapting to Changing Regulations: The year brought about numerous obstacles and barriers, with changing regulations and guidance adding complexity to our work. Despite these challenges, the dedication of both our staff and the families we serve has been instrumental in overcoming these hurdles. I want to express sincere thanks to everyone involved for their continued support and understanding during these unprecedented times.

Building on Current Services and Exploring New Avenues: Looking ahead to the coming year, my fellow trustees and I are enthusiastic about building on our current services. We are actively exploring new areas of support to meet the evolving needs of our growing community. One notable initiative is our investigation into the possibility of expanding our charity to support young adults aged 18 and above. We are currently in talks with the local authority regarding appropriate accommodation in the SE London area. I eagerly anticipate providing updates on this development in the next annual report.

Appreciation for Trustees, Organizations, and Community Groups: I want to extend a special thank you to my fellow trustees, whose voluntary dedication has been instrumental in establishing the Ravensbourne Project as a centre of excellence over the years. Additionally, I express gratitude to all the organizations and community groups that have supported us throughout the year. Your collaboration has been invaluable, and we look forward to continuing these partnerships in the future.

In closing, I am filled with gratitude for the collective efforts that have allowed the Ravensbourne Project to endure and even thrive during these challenging times. Your ongoing support is crucial, and we are excited about the opportunities that the future holds for our organization.

Yours sincerely
Henri Webb (Chair of Trustees)

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Report of the Executive Committee for the Year Ended 31 March 2023

Introduction:

The Ravensbourne Project is a charitable company limited by guarantee incorporated on 28 March 1996 and registered as a Charity on the same date.

The organisation originates from three well respected charities, the Ravensbourne Toy and Equipment Library, Ravensbourne Link, and the Handen Road Toy Library which together have been established in the London Borough of Lewisham since 1976.

Throughout this time our purpose is to provide services to carers of disabled children and young people that are responsive to their need.

Services:

Day-Care:

Saturday & Sundays weekly 09:00 to 16:00

School Holidays: Monday to Friday 09:00 to 16:00

Overnight Service:

Friday & Saturday 16:00 to 15:30

School Holidays: Monday to Friday 16:00 to 15:30

Parent Support: Monday to Thursday 10:30 to 14:30

Ravensbourne Foundation Training: Monday to Friday 09:00 to 17:00

We offer a wide range of activities within the house and community

Arts & Crafts, Cooking, Computers and iPad's, Group games, Sports, Life skills and many other activities that the children have requested. all the children have their own activity plan that they have created with the support of the staff.

Booking a service

Parents access the services at the Ravensbourne Project in a planned way. This depends on the outcome of assessment of their needs for short breaks service Lewisham.

They can book a short break once or twice a month at weekends throughout the year. During the school holidays families use the service between one and three times a week depending on their service points. All our opening dates for the year are published in advance on our web site.

Objectives Aims & Activities:

- ***To support the children young people families within their community***
- ***To support Children Young people to access activities that would not normally be available to them.***
- ***To support children young people to build and develop lifelong friendships and relationships.***
- ***To Offer free training to Parents and Families***
- ***To support families during times of crises.***
- ***To Support the children and families during the transition periods.***

Report of the Executive Committee for the Year Ended 31 March 2023

- **To support the Local Authority and other Organisations with their training needs of the staff.**

Together with families we will have the highest ambition for all Our children and young people. And we will make a positive difference to the lives of children and young people

Our Vision:

Our vision is to work in partnership with families of the children/young people to support them in developing services to meet the needs of the children, young people and their families. Ravensbourne is looking to the future and establishing services that can develop with the children and young people to ensure that the organisation is growing and to developing with the children young people we already support, and are working closely with the local authority and other organisations to ensure we are meeting the needs of the children young people of the future.

Feedback from Parents:

“The staff are always welcoming; I know my son is safe when he is there. This allows me to spend time with my other children on weekends”.

“My Daughter is very isolated due to her complex needs (Challenging behaviour) the staff work with her to support her to control her behaviours. I can always talk to someone at the house if I feel things are getting out of control”.

“After one of the open days, I was surprised how much work goes on planning for our children”

“Since joining the Parents group, I have made new friends with parents that are facing the same challenges in life”

“The Training has really helped me to understand some of my child’s behaviours”.

“I was having difficulty filling in the paperwork for my son. The staff spent time supporting me to understand what I need to do”.

Staffing and Recruitment:

The staff team are made up of qualified staff from NVQ2 to Diploma level 5 in children & young people. All services are overseen by the Business Manager, who is employed on a fulltime basis. All departments have an allocated Manager and senior support workers.

Ravensbourne Project recruitment is in-line (Ofsted Safe Recruitment) staff fulltime or sessional must meet minimum recruitment standards.

Ravensbourne Project carries out yearly DBS on all staff.

Training and professional development

Training and professional development is one of the key elements to effective practice and effective practice requires committed, enthusiastic and reflective staff with a breadth and depth of knowledge, skills and understanding. We encourage our staff to use their own learning to improve their work with our service users in ways that are sensitive, positive and non-judgemental.

Through initial and on-going training, we strive to continuously improve our relationships with all our service users. Service users are identified as:

- ~ the young people,
- ~ their parents and carers,
- ~ the wider community
- ~ other professionals within and beyond our service.

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Report of the Executive Committee for the Year Ended 31 March 2023

Volunteers and work experience

The Ravensbourne Project offer opportunities for volunteers and work experience. We have a volunteer policy and believe that volunteers play a role in assisting us to deliver services and increase our capacity by bringing their skills and local knowledge to us.

Accommodation:

4 Crantock Road is a converted and extended family home set over two floors. On the ground floor there is a sitting room, a dining room, a sensory room, an art activity room and a main office. There is also a kitchen, a laundry, two toilets, and a wet room which is end-suite to the downstairs bedroom.

On the first floor, which can be reached by stairs or lift, the accommodation has been split. On one side there are two bathrooms, one fitted with a "wash and dry" toilet and a specially adapted bath and two bedrooms, and on the other side two single bedrooms.

A hearing loop system has been installed throughout. All the principal rooms have overhead tracks and portable carriages and other rooms have use of the mobile hoist, thus enabling our wheelchair users to be moved with safety and in comfort.

Governing Document

The Company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Recruitment and Appointment of Management Committee

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles. They are known as members of the Management Committee. Under the requirements of the Memorandum and Articles of Association the members of the Management Committee are selected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting.

The Directors may appoint a person who is willing to act as a Director, either to fill a vacancy or as an additional Director, provided the appointment does not cause the number of Directors to exceed any number fixed by or in accordance with the Articles. A Director so appointed shall hold office only until the next following Annual General Meeting and shall not be taken into account in determining Directors who are to retire by rotation.

The traditional business and medical skills are well represented on the Management Committee. In an effort to maintain this broad skill mix, members of the Management Committee are requested to provide a list of their skills (and update each year). In the event of particular skills being lost due to retirement, individuals are approached to offer themselves for election to the Management Committee.

The Management Committee aims to reflect the diverse community with which we work and we welcome applications from all sections of society who have the appropriate skills and experience, but particularly from those communities that are currently under represented. Due to the nature of the organisation much of the charity's work inevitably focuses upon supporting parents/carers of disabled children and young people and the needs of the children and young people themselves.

The charity has through its networks sought to identify parent/carers who would be willing to become members of the management committee and use their own experience to assist the charity in its work.

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Report of the Executive Committee for the Year Ended 31 March 2023

The committee members are sought with a range of backgrounds, fundraising, corporate charity legal/administration, management in the voluntary sector, strategic development, Social Health and Care, education, disability, and Human Resources. Information about becoming a Trustee is to be found on the website: www.ravensbourneproject.org.uk

Organisational Structure

The Ravensbourne Project has a Board of Trustees of up to nine members who meet at a minimum, quarterly and are responsible for the strategic direction and policy of the charity.

At present the Committee has 4 members from a variety of professional backgrounds relevant the work of the charity. The Operational Director acts as the Company Secretary and sits on the Committee but has no voting rights.

A scheme of delegation is in place and day to day responsibility for the provision of services rest with the Operational Director.

To facilitate effective operations, the Operational Director has delegated authority approved by the trustees for operational matters including finance, recruitment; short breaks related activity, individual supervision of the staff team and ensuring that the staff teams continue to develop their skills and keep up to date with the latest developments in good working practices.

In addition, the Operational Director is responsible for ensuring that the charity delivers the services specified and the key performance indicators are met.

Financial Review

It has been another stable year in respect of service delivery by the Ravensbourne Project following the previous year's rationalisation of service.

The Project's financial strategy over the past few years has been to invest in staff responsible for direct delivery of services whilst keeping investment in administrative and managerial staff to a minimum. Our objective being to generate a modest profit and establish a balance sheet strong enough to support future investment and a reserve fund approximately equivalent to six months of the Project's running costs.

This objective has now been achieved and the Project's strategy for future years is to invest in delivery, administrative and managerial staff to facilitate enhanced delivery, and diversification of services and increased administrative efficiency.

The Project was able to deliver a positive financial return in the year, due to the prudent financial management of costs, both staff and overheads, allied to support from all service delivery staff.

Principal Revenue and Funding Sources

The Ravensbourne Project continues to generate revenues and to be funded by a number of sources. Revenue for services provided generated by charging the London Borough of Lewisham for both Daycare and Overnight services.

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Report of the Executive Committee for the Year Ended 31 March 2023

Investment Policy

The funds received by the Project are used short term to provide services resulting in a relatively modest amount available for medium or longer-term investment. Short term surplus funds were placed in a high interest deposit account until required. The continuing improvement to cash flow and an increasing reserve balance may allow a diversification of investment decisions and this matter is under constant review by the Board and management of the Project.

Reserves Policy

The Project has achieved the objective of establishing a reserve fund approximating to six months of the Ravensbourne Project's running costs. The Project will continue to endeavour to operate at a profit to enable future investment into staff and improved services.

Planning for the future

In so far as it is complimentary to the charity objects, the charity is guided by both local and national policy. All services run by the Ravensbourne Project are run within the legal frameworks describe under each service heading.

The Board remains committed to the provision of short breaks for the families of disabled children and will continue to seek new forms of funding to facilitate the growth and development evident over the past years.

Responsibilities of the Management Committee

The trustees (who are also directors of Ravensbourne Project for the purposes of company law) are responsible for preparing the Trustees' Report (incorporating the directors' report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company [and the group] and of the income and expenditure of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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Report of the Executive Committee for the Year Ended 31 March 2023

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Public Benefit Statement

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, Charities and Public Benefit.

Auditors:

Goldwins Limited Chartered Accountants and Registered Auditor will be proposed for appointment in accordance with Section 485 of the Companies Act 2006.

Approved by the Management Committee on 8th December 2023 and signed on its behalf by:



Henrri Webb (Chair)

Opinion

We have audited the financial statements of Ravensbourne Project (the 'Charity') for the year ended 31 March 2023 which comprise the Statement of Financial Activities, the Balance Sheet, statement of cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the Charity's affairs as at 31 March 2023 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report (incorporating the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report (incorporating the directors' report) have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the Charity or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud are set out below.

Capability of the audit in detecting irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

- We enquired of management, which included obtaining and reviewing supporting documentation, concerning the charity's policies and procedures relating to:
 - Identifying, evaluating, and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected, or alleged fraud;

- The internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations.
- We inspected the minutes of meetings of those charged with governance.
- We obtained an understanding of the legal and regulatory framework that the charity operates in, focusing on those laws and regulations that had a material effect on the financial statements or that had a fundamental effect on the operations of the charity from our professional and sector experience.
- We reviewed the financial statement disclosures and tested these to supporting documentation to assess compliance with applicable laws and regulations.
- We performed analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud.
- In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments, assessed whether the judgements made in making accounting estimates are indicative of a potential bias and tested significant transactions that are unusual or those outside the normal course of business.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities]. This description forms part of our auditor's report.

Use of our report

This report is made solely to the Charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and the Charity's members as a body, for our audit work, for this report, or for the opinions we have formed.



Anthony Epton (Senior Statutory Auditor)
for and on behalf of
Goldwins Limited
Statutory Auditor
Chartered Accountants
75 Maygrove Road
West Hampstead
London NW6 2EG

11 December 2023

Ravensbourne Project
(A Company Limited by Guarantee)

Statement of Financial Activities (Incorporating an Income and Expenditure Account)

For the Year Ended 31 March 2023

	Notes	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Income from:					
Donations		807	-	807	9,494
Charitable activities	3	639,962	-	639,962	630,000
Investment income	4	277	-	277	14
Total income		641,046	-	641,046	639,508
Expenditure on:					
Fundraising		4,564	-	4,564	1,106
Charitable activities	5	621,716	-	621,716	578,377
Total expenditure		626,280	-	626,280	579,483
Net income for the year	6	14,766	-	14,766	60,025
Transfers between funds		-	-	-	-
Net movement in funds		14,766	-	14,766	60,025
Reconciliation of funds:					
Total funds brought forward	15	500,790	-	500,790	440,765
Total funds carried forward		515,556	-	515,556	500,790

All of the above results are derived from continuing activities.

There were no other recognised gains or losses other than those stated above.

The attached notes form part of these financial statements.

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Balance Sheet

As at 31 March 2023

	Notes	£	2023 £	£	2022 £
Fixed Assets:					
Tangible assets	10		439,390		414,689
Current Assets:					
Debtors	11	-		112,500	
Cash at bank and in hand		351,715		248,091	
		351,715		360,591	
Liabilities:					
Creditors: amounts falling due within one year	12	(56,444)		(42,740)	
Net Current Assets			295,271		317,851
Creditors: amounts falling due after one year	13		(219,105)		(231,750)
Total net Assets			<u>515,556</u>		<u>500,790</u>
Funds:	15				
Unrestricted funds			515,556		500,790
Restricted funds			-		-
Total Funds			<u>515,556</u>		<u>500,790</u>

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the trustees on 8th December 2023 and signed on its behalf by:



Henri Webb
Trustee

Company Registration No. 3181695

The attached notes form part of the financial statements.

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Statement of Cash Flows

For the Year Ended 31 March 2023

	Note	2023 £	2023 £	2022 £	2022 £
Cash flows from operating activities:					
Net cash provided by / (used in) operating activities	16		164,298		114,238
Cash flows from investing activities:					
(Purchase) of fixed assets		(48,306)		-	
Cash (used in) investing activities			(48,029)		-
Cash flows from financing activities:					
Repayments of borrowing		(12,645)		(15,373)	
Cash (used in) financing activities			(12,645)		(15,373)
Change in cash and cash equivalents in the year			103,624		98,865
Cash and cash equivalents at the beginning of the year			248,091		149,226
Cash and cash equivalents at the end of the year	17		<u>351,715</u>		<u>248,091</u>

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

a) Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) – Charities SORP (FRS 102) and the Companies Act 2006.

The charitable company meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

b) Going concern

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern. The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance for the provision of specified service is deferred until the criteria for income recognition are met.

d) Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

e) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

1. Accounting policies (continued)

f) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise of trading costs and the costs incurred by the charitable company in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose.
- Expenditure on charitable activities includes the costs of delivering services to further the purposes of the charitable company and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) Allocation of support costs

Support costs are those functions that assist the work of the charitable company but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charitable company's programmes and activities. These costs have been allocated to expenditure on charitable activities.

i) Fixed assets

Items of equipment are capitalised where the purchase price exceeds £1,000. Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Freehold property	over 50 years
Motor Vehicles	25% reducing balance method
Caravan	25% reducing balance method
IT Equipment	Over 2 years.

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2. Detailed comparatives for the statement of financial activities

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £
Income from:			
Donations	9,494	-	9,494
Charitable activities	630,000	-	630,000
Other income	14	-	14
Total income	639,508	-	639,508
Expenditure on:			
Fundraising	1,106	-	1,106
Charitable activities	578,377	-	578,377
Total expenditure	579,483	-	579,483
Net income / (expenditure) for the year	60,025	-	60,025
Transfers between funds	-	-	-
Net movement in funds	60,025	-	60,025
Reconciliation of funds:			
Total funds brought forward	440,765	-	440,765
Total funds carried forward	500,790	-	500,790

3. Income from charitable activities

	Unrestricted 2023 £	Restricted 2023 £	Total 2023 £	Total 2022 £
L B Lewisham - Day Respite - Overnights, Weekends and Holidays	638,982	-	638,982	630,000
Holiday Caravan rental income	980	-	980	-
	639,962	-	639,962	630,000

4. Investment income

	Unrestricted 2023 £	Restricted 2023 £	Total 2023 £	Total 2022 £
Bank interest	277	-	277	14
	277	-	277	14

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5. Analysis of expenditure

	Basis of allocation	Fundraising	Nursery £	Day Respite - Overnight, Weekends and Holidays £	Support Costs £	Governance £	2023 Total £	2022 Total £
Salaries and NI	Direct	-	52,531	280,165	17,510	-	350,206	332,672
Activities Costs	Usage	-	481	2,566	161	-	3,208	4,398
Agency staff	Direct	-	-	119,189	-	-	119,189	118,152
Audit Fees	Usage	-	-	-	-	6,648	6,648	6,315
Bank Charges and Loan Interest	Usage	-	2,276	12,141	759	-	15,176	12,525
Bookkeeping and Payroll Services	Usage	-	225	1,200	75	-	1,500	2,000
Charitable donations	Direct	-	150	-	-	-	150	-
Cleaning, Maintenance and storage	Usage	-	3,813	20,337	1,271	-	25,421	27,760
Clothing, Food and Subsistence	Usage	-	-	-	-	-	-	-
Computer running and software costs	Usage	-	1,048	5,588	349	-	6,985	9,302
Depreciation	Usage	-	3,541	18,884	1,180	-	23,605	10,913
Equipment Hire and Rental	Usage	-	631	3,367	211	-	4,209	4,369
Fundraising costs	Direct	-	-	-	-	-	-	1,106
General Expenses	Usage	-	366	1,951	122	-	2,439	3,616
Heat, Light and Power	Usage	-	1,851	9,870	617	-	12,338	5,943
Holiday Home Operating Costs	Direct	4,564	-	-	-	-	4,564	-
Legal and professional fees	Usage	-	-	-	-	-	-	150
Insurance	Usage	-	518	2,760	172	-	3,450	3,240
Printing, Postage and Stationery	Usage	-	296	1,576	98	-	1,970	1,429
Regulatory Visits and fees	Direct	-	982	5,240	-	-	6,222	7,052
Rates	Usage	-	399	2,126	132	-	2,657	1,162
Staff Welfare, training and recruitment	Usage	-	789	4,210	264	-	5,263	10,554
Telephone, Fax and Internet	Usage	-	3,068	16,363	1,023	-	20,454	14,667
Travelling, Motor Expenses and Fuel	Usage	-	412	2,197	137	-	2,746	2,018
Trustees Expenses	Usage	-	-	-	-	-	-	140
Website costs	Usage	-	1,182	6,304	394	-	7,880	-
		4,564	74,559	516,034	24,475	6,648	626,280	579,483
Governance costs		-	700	5,948	-	(6,648)		
Support Costs		-	2,576	21,899	(24,475)	-		
Total 2023		4,564	77,835	543,881	-	-	626,280	
Total 2022		1,106	71,158	507,219	-	-		579,483

Usage cost is allocated based on staff time spent on a fund. Direct costs have been allocated based on actual time spent on the activities. All of the expenditure was unrestricted (2021: all unrestricted).

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6. Net income / (expenditure) for the year

	2023	2022
	£	£
Depreciation	23,605	10,913
Auditors' remuneration	5,540	5,221

7. Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

Staff costs were as follows:

	2023	2022
	£	£
Salaries and wages	312,419	293,050
Social security costs	25,467	26,036
Employer's pension contributions	12,320	13,586
Total	350,206	332,672

The following number of employees received employee benefits (excluding employer pension and national insurance) during the year between:

	2023	2022
	£	£
£60,000 - £69,999	1	-
£70,000 - £79,999	-	1

The total employee benefits including pension contributions of the key management personnel were £75,234 (2022: £81,789). The average number of employees during the period was 16 (2022: 11).

8. Trustee remuneration & related party transactions

One of the trustees Robert Jones received remuneration of £64,161 (2022: £70,411) for the services provided as an operational director. The charity paid £3,082 (2022: £3,080) pension contributions for Robert Jones during the year. No other member of the management committee received any remuneration during the year.

No trustee or other person related to the charitable company has any personal interest in any contract or transaction entered into by the charitable company during the year (2022 - none).

There were no other related party transactions during the year (2022: none).

9. Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

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10. Tangible fixed assets

	Freehold Property £	Caravan £	Fixtures, Fittings and Equipment £	IT Equipment £	Total £
Cost					
Cost brought forward	545,645	-	-	-	545,645
Additions	-	38,299	7,548	2,459	48,306
Cost carried forward	545,645	38,299	7,548	2,459	593,951
Depreciation					
Depreciation brought forward	130,956	-	-	-	130,956
Charge for the year	10,913	9,575	1,887	1,230	23,605
Depreciation carried forward	141,869	9,575	1,887	1,230	154,561
Net book value carried forward	403,776	28,724	5,661	1,229	439,390
Net book value brought forward	414,689	-	-	-	414,689

11. Debtors

	2023 £	2022 £
Fee income receivable	-	112,500
	-	112,500

12. Creditors: Amounts falling due within one year

	2023 £	2022 £
Bank loans and overdrafts	26,214	26,214
Other creditors	13,960	6,238
Accruals	7,708	9,985
Social security	8,562	303
	56,444	42,740

13. Creditors: Amounts falling due over one year

	2023 £	2022 £
Bank loans	219,105	231,750
	219,105	231,750

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14. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Tangible fixed assets	439,390	-	439,390	414,689
Current assets	351,715	-	351,715	360,591
Current liabilities	(56,444)	-	(56,444)	(42,740)
Non-current liabilities	(219,105)	-	(219,105)	(231,750)
Net assets at the year end	515,556	-	515,556	500,790

15. Movements in funds

	At the start of the year £	Income £	Expenditure £	Transfers £	At the end of the year £
Unrestricted funds:					
General funds	500,790	641,046	(626,280)	-	515,556
Total unrestricted funds	500,790	641,046	(626,280)	-	515,556
Total funds	500,790	641,046	(626,280)	-	515,556

16. Reconciliation of net income / (expenditure) to net cash flow from operating activities

	2023 £	2022 £
Net income / (expenditure) for the reporting period (as per the statement of financial activities)	14,766	60,025
Depreciation	23,605	10,913
(Increase)/ decrease in debtors	112,500	45,000
Increase/ (decrease) in creditors	13,704	(1,700)
Net cash provided by / (used in) operating activities	164,298	114,238

17. Analysis of cash and cash equivalents

	At the beginning of the year £	Cash flows £	At the end of the year £
Cash at bank and in hand	248,091	103,624	351,715
Total cash and cash equivalents	248,091	103,624	351,715

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18. Previous reporting period information

18a. Analysis of expenditure of the previous reporting period

	Basis of allocation	Fundraising	Nursery £	Day Respite - Overnight, Weekends and Holidays £	Support Costs £	Governance £	2022 Total £
Salaries and NI	Direct	-	49,901	266,138	16,633	-	332,672
Activities Costs	Usage	-	660	3,518	220	-	4,398
Agency staff	Direct	-	-	118,152	-	-	118,152
Audit Fees	Usage	-	-	-	-	6,315	6,315
Bank Charges and Loan Interest	Usage	-	1,879	10,020	626	-	12,525
Bookkeeping and Payroll Services	Usage	-	300	1,600	100	-	2,000
Cleaning, Maintenance and storage	Usage	-	4,164	22,208	1,388	-	27,760
Clothing, Food and Subsistence	Usage	-	-	-	-	-	-
Computer running and software costs	Usage	-	1,395	7,442	465	-	9,302
Depreciation	Usage	-	1,637	8,730	546	-	10,913
Equipment Hire and Rental	Usage	-	655	3,495	219	-	4,369
Fundraising costs	Direct	1,106	-	-	-	-	1,106
General Expenses	Usage	-	542	2,893	181	-	3,616
Heat, Light and Power	Usage	-	891	4,754	298	-	5,943
Legal and professional fees	Usage	-	23	120	7	-	150
Insurance	Usage	-	486	2,592	162	-	3,240
Printing, Postage and Stationery	Usage	-	214	1,143	72	-	1,429
Regulatory Visits and fees	Direct	-	1,113	5,939	-	-	7,052
Rates	Usage	-	174	930	58	-	1,162
Staff Welfare, training and recruitment	Usage	-	1,583	8,443	528	-	10,554
Telephone, Fax and Internet	Usage	-	2,200	11,734	733	-	14,667
Travelling, Motor Expenses and Fuel	Usage	-	303	1,614	101	-	2,018
Trustees Expenses	Usage	-	21	112	7	-	140
		1,106	68,141	481,577	22,344	6,315	579,483
Governance costs		-	665	5,650	-	(6,315)	
Support Costs		-	2,352	19,992	(22,344)	-	
Total 2022		1,106	71,158	507,219	-	-	579,483

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18b. Analysis of net assets between funds of the previous reporting period

	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
Tangible fixed assets	414,689	-	414,689	425,602
Current assets	360,591	-	360,591	306,726
Current liabilities	(42,740)	-	(42,740)	(44,440)
Non-current liabilities	(231,750)	-	(231,750)	(247,123)
Net assets at the year end	<u>500,790</u>	<u>-</u>	<u>500,790</u>	<u>440,765</u>

18c. Details of movements in funds during the previous reporting period

	At the start of the year	Income	Expenditure	Transfers	At the end of the year
	£	£	£	£	£
Unrestricted funds:					
General funds	440,765	639,508	(579,483)	-	500,790
Total unrestricted funds	<u>440,765</u>	<u>639,508</u>	<u>(579,483)</u>	<u>-</u>	<u>500,790</u>
Total funds	<u>440,765</u>	<u>639,508</u>	<u>(579,483)</u>	<u>-</u>	<u>500,790</u>